



310 Division Street Community Liaison Committee

Meeting Minutes
December 17, 2024
6:00 p.m.

555 Courthouse Road, Cobourg Ontario
Committee Room A (Second Floor)

Attendees:

Community Members:

- Chloe Craig
- Erisa Katona
- Rob James
- Kendra Simmons
- Bob LeDrew
- Catherine White
- Hillary Allen
- Kim Gay
- Sheri Syer
- Beth Bellaire
- Liz Greaves

Delegates:

- Caroyln Rutherford, CHCN
- Jennifer Bogart, DBIA
- Daniel Gaito, Trinity United Church
- Kim Wilkinson, Community Paramedics
- Chris Challenger, Town of Cobourg
- Janice MacDonald, Cobourg Police Services
- Emma Taylor, Northumberland Hills Hospital Community Mental Health
- Ike Nwibe, Executive Director, Transition House
- Meaghan Macdonald, Board Chair, Transition House

Regrets:

- Brenda Whitehead

County Representatives:

- Bill Smith
- Rebecca Carman

Facilitator:

- Chris Gorman, OrgCode Consulting Inc.
- Welcome and Introductions:
 - Chris Gorman, Facilitator called the meeting to order
 - Rebecca Carman gave a land acknowledgement
 - Chris Gorman led a roundtable introduction
- Review and Revisions to CLC Terms of Reference/Group Expectations
 - Chris Gorman outlined the action for the first meeting is to finalize terms of reference and expectations for working together
 - Participants were asked to document one thing that they hope to accomplish as a CLC and one hope of how the CLC will work together
 - Key themes that emerged included better and more communications; balance and sharing and seeing perspectives

Review of Terms of Reference

- Question was raised around need for insurance for the Committee.
 - o **ACTION:** County staff to bring back more information at the next meeting, based on potential risk, liability and other processes in place for other non-decision-making bodies, such as other advisory committees.
- Next meeting may focus on communication processes, realistic options and processes for communication
- Section 2: add language around two-way communication for what Transition House needs from the community
 - o **ACTION:** Kim Gay to make the changes
- CLC members seeking resource cheat sheet of common questions and answers for people, where to send people – getting people to the answers first time.
- Conversation took place around expectations for the community and what communication channels exist and what the CLC is communicating out to the community
 - o Importance of disseminating information to community, understanding what is confidential what is public and how it is shared, consistency, and consider development of communication plan for the CLC.
 - o Aware that CLC is not decision makers, not informing community of things happening at TH unless TH ask us to share that as a CLC – that's a Board decision
 - o Education within the group and community, language has changed with generations and tying this into community education piece
 - o As a liaison committee – support with programming, funding, etc. able to know what things are going to – build rapport, trust validity within community.

- Discussion was had to consider designated communication representative for this group – communications, media, protocol
- County shared that there will be communication going out tomorrow: who is on the committee, what is the committee responsible for what its not, roles will be assigned and ad hoc committees may also be formed as the need arise – communications, donations, businesses
 - o **ACTION:** Send copy of the media release going out first so people have it first
- Question was raised around how information will be received and reviewed (will there be common file storage, etc.)
- Discussion on potential roles within the CLC
 - o **ACTION:** Committee members to think about what role they would see play
- Updates from Transition House Emergency Shelter
 - Ike Nwibe provided an update, Warming Room has been open since November 13, 2024. Ike spoke about the reality of substance use and the impact of harder drugs on the whole community
 - Since opened on November 13
 - o 51 discharges:
 - 32 as a result of use of substance
 - 12 as a result of violence
 - 7 other reasons
 - Ike Nwibe shared the challenges that security can have in having authority on private and public property
 - Warming Hub average use about 15 overnight and 8-12 during the day, generally male clients
 - Laundry and shower available, life stabilization activities such as laundry and shower facilities, building trust and safety
 - Question: Are police involved in discharge?
 - o Answer: they can be if needed, balancing duty of confidentiality and trauma and trigger experience with police
 - Question about discharge policy?
 - o Answer: Transition House has discharge procedures, different behaviour has different consequences, trauma informed and client-centred approach, appealable decisions
 - Chris Gorman highlighted the challenges that arise because most shelters prohibit on-site drug use. This policy often requires individuals to leave the shelter to use substances, and without a nearby safe or designated consumption site, they may end up using in the surrounding neighbourhood, creating additional challenges for the community and neighbours of the shelter.
- General Updates

- **CONSIDER:** next meeting including attention to concerns from some neighbours and businesses including community safety
 - o **ACTION** – Janice MacDonald can provide information around trespassing
 - Terms of Reference – ensure clarity on the positioning of this committee within the current structure of the County and Transition House, consideration of consensus decision making model.
 - Discussion of the need to focus on building foundation for the committee.
 - o Feasibility of a workshop to get through TOR and roles and education
 - o Next Meeting 4 hours in person – developing framework
 - Potential future discussion topics – communications, safety, community outreach (community groups and needs); how do we discern community concerns regarding safety generally and having it put directly to the Shelter, communication to community; permanent housing
 - **ACTION:** Send resource from Chloe Craig – on homelessness education, Carolyn Whitzman housing video
- **Carried Over:** Communications Discussion & Identifying Initial Community Concerns
 - How will CLC communicate with broader community?
 - How will members communicate with each other between meetings?
 - Review of Initial communications from CLC email & open discussion on immediate community concerns or focus areas.
 - Outline potential topics or challenges for future meetings.
 - **Carried Over:** Scheduling of Future CLC meetings